

These USATF-SC Bylaw Amendments have been recommended by the USATF National Associations Committee in order to allow Associations to continue with Association business under State and National Covid-19 Emergency Declarations. The National Associations Committee has provided two options:

Option 1 - would delay elections one year and continue with the current Officers until the next Annual Meeting when the emergency has been lifted.

Option 2 - would allow Election Meetings and Voting to be held this year via Zoom or other virtual platform, with elections handled via an electronic platform or reputable alternate.

DRAFT USATF-SC Bylaw Amendments are shown in RED

**BYLAWS OF THE
SOUTH CAROLINA ASSOCIATION OF USA TRACK & FIELD, INC.**

Option 1: Delay Elections to 2021.

*Consider delaying elections until your annual meeting in 2021 which would keep all elected officers in place until 2021. If you do have an officer or chair person who decides not to continue, your bylaws and/or committee operation procedures would detail how to fill resignations. **In this case the Article 7A3 would be added to the USATF-SC Bylaws.***

**ARTICLE 7
MEETINGS OF THIS ASSOCIATION**

A. ANNUAL MEETING:

1. Shall be held within the geographical area of the State of South Carolina, during the month of August. At least thirty (30) days notice shall be given in advance of this meeting, by regular mail, fax or conference telephone call, newsletter or web site. If a web site is used to inform members of meetings, then the web site address must be published in a mailing or newsletter. Notice must be sent by email to this Association's current membership list provided by the National Office. Notice must be sent by mail to any member making a written request for notice by mail within one year of an election.

2. Any notice of a meeting change or a change in the election process, not previously publicized, must be distributed at least fourteen (14) days prior to the meeting. The proposed agenda shall be included along with the meeting notice.

3. Emergency Provision. Due to the health concerns of COVID-19 and our inability to meet in-person for the 2020 USATF-SC election, the SC Association Executive Officers may vote by simple majority (51%) to approve extending current officer

positions until the USATF-SC Annual meeting in 2021. This provision is only valid for the 2020 elections which will be delayed to 2021. The 2021 elections shall stand for two-years with subsequent elections held on odd years.

Option 2: Hold a Virtual Meeting with Electronic, Email or Mail-in ballots.

*Consider holding your Annual Meeting via Zoom or other virtual platform where nominations and seconds may be from the floor. The voting would then be held via an electronic platform, or other reputable alternate such as email or mail-in ballots. The goal would be to create a process which follows existing bylaws in terms of nominations, announcements, required timelines, and weighted voting so membership are able to participate in a transparent and fair alternate election process. **In this case Article 7A3 and Article 9A2g would be added to the USATF-SC Bylaws.***

ARTICLE 7
MEETINGS OF THIS ASSOCIATION

A. ANNUAL MEETING:

1. Shall be held within the geographical area of the State of South Carolina, during the month of August. At least thirty (30) days notice shall be given in advance of this meeting, by regular mail, fax or conference telephone call, newsletter or web site. If a web site is used to inform members of meetings, then the web site address must be published in a mailing or newsletter. Notice must be sent by email to this Association's current membership list provided by the National Office. Notice must be sent by mail to any member making a written request for notice by mail within one year of an election.

2. Any notice of a meeting change or a change in the election process, not previously publicized, must be distributed at least fourteen (14) days prior to the meeting. The proposed agenda shall be included along with the meeting notice.

3. In the case where an in-person election meeting is not advisable due to health or other national/state level emergencies, the SC Association Executive Officers may vote by simple majority (51%) to host a virtual meeting. Notice of this virtual meeting shall follow the same timeline as established under Article 7, Section A1 of these Bylaws.

B. Special Meetings: May be called at any time by the President or Secretary of this Association. At least fifteen (15) days notice shall be given and the reason stated for the meeting by the means established under Article 7, Section A of these Bylaws. A minimum of fifteen (15) members must be present to establish a quorum and at least twenty percent (20%) of those voting must be active athletes.

- C. Committee Meetings: Shall be held at the call of the Committee Chair. Committee Meetings shall require seven (7) days notice, unless all committee members agree to a shorter notice.
- D. Records: All Boards, Committees, Councils, and Task Groups shall designate a recording secretary. Within thirty (30) days of the meeting, draft minutes shall be sent to the Secretary of this Association and to all members of the group holding the meeting by the Secretary recording all official action(s) taken. All written reports or a summary of such reports shall be issued with draft minutes.
- E. Quorum: 1. Annual meeting: A minimum of ten percent (10%) of Member Clubs must be represented to establish a quorum, and at least one (1) Active athlete. 2. Other meetings of this Association: A minimum of fifteen (15) members must be present to establish a quorum. 3. Committees, Councils, and Task Groups: At least forty percent (40%) of the membership of these groups must be present to establish a quorum.

ARTICLE 9

VOTING

- A. At the Annual or Special Meetings of the following shall apply:
 - 1. Nominating process: Nominations may be made and must be allowed from the floor at this Association's in-person election meeting. A candidate must be a member of this Association and be at least eighteen (18) years of age (at the start of the term of office). A candidate needs one (1) nominator and one (1) seconder who both are members of this Association.
 - 2. Conduct of voting:** This Association shall use a balanced meeting ballot where only designated members of this Association are eligible to vote.
 - a. Number of votes: There shall be a maximum of one hundred (100) available votes divided among the following five (5) constituencies: active athletes, coaches, officials, organizational members, and other members (which may include elected officers of this Association);
 - b. Voting strengths: Each constituency above is entitled to the following maximum votes: active athletes twenty percent (20%) of the voting strength, coaches twenty percent (20%) of the voting strength, officials twenty percent (20%) of the voting strength, clubs twenty percent (20%) of the voting strength, and other members twenty percent (20%) of the voting strength; except that active athletes must receive a minimum of twenty percent (20%) of the voting strength;
 - c. Disputes: Credential disputes must be resolved before the election process is started (i.e. before taking nominations and/or before the report of the nominating committee);
 - d. One-person, one-ballot: One (1) person shall cast only one (1) ballot.

Individuals who are eligible to cast a ballot in more than one constituency must choose one constituency in which to vote at the meeting;

e. Caucuses: Constituencies with more individuals than votes allowed will caucus before the election to determine the voters or apportionment of votes;

f. Athlete caucuses: in an athlete caucus, youth (18-year old), open (non-international ages 19-39) international (“ten-year” rule regardless of age), and masters (40-and-above) athletes must each be represented if member athletes are present and available. In such a case, the number of votes granted to a division above shall be as equal as possible, regardless of the number of athletes present from a division.

g. In the case where an in-person election meeting is not advisable due to health or other national/state level emergencies, the SC Association Executive Officers may vote by simple majority (51%) to utilize an electronic election platform, a virtual meeting platform and/or other reputable alternate to in-person voting for the nomination and election of association officers. All applicable notice, nomination and voting criteria contained in the Articles 6, 9 and 10 of these Bylaws shall be followed.

3. Voting Criteria:

a. One (1) person shall cast one (1) ballot, regardless of the number of positions that person has within this Association;

b. There shall be no proxy voting;

c. Minimum Age: Voters must be a minimum age of eighteen (18) on the day of election;

d. Organizations shall have a minimum of one (1) vote, and each vote cast must be by a different representative;

e. All organizations entitled to vote must be members of this Association, and all voters must be members of USATF-SC;

f. Voting membership deadline: Except for renewals from the previous year, individuals must be members for at least thirty (30) days prior to the date of the election (e.g., if the election is held on September 15 the membership must be paid in full by August 16);

g. An appointed committee chair or Board member shall not vote in elections in that capacity, but may otherwise qualify for a vote. h. Individuals who are eligible to cast a ballot in more than one constituency may only vote once and must choose one constituency in which to vote. USATF-SC By-laws 5 9/22/2019

4. Conduct of Voting:

a. Credentials: The report of the Credentials Committee must take place prior to any nominations. Disputes must be settled before the election process is begun;

b. Uncontested elections may be voted by acclamation;

c. Contested elections must be held by secret ballot;

d. Counting of ballots: A panel of at least three (3) individuals, at least one (1) of

whom must be an active athlete, shall count the ballots and sign the tally. All panel members shall be of voting age. The panel shall not include any individual who is a candidate for a contested office. Any ballot opened outside the presence of the entire voting panel shall not be counted;

e. Consultation: The panel may consult with this Association's president, secretary, or parliamentarian—so long as they are not candidates for offices-- on procedural matters.

ARTICLE 10 **ELECTIONS**

- A.** Election of officers of this Association shall be held in even numbered years at the Annual Meeting. Terms of office shall commence on the day of election.
- B.** Vacancies: All vacancies except for the office of the president shall be filled by temporary appointment by the president. The appointment shall be effective immediately, and continue until the next Annual Meeting at which time a special election shall be held to fill the unexpired term.
- C.** Majority requirement: The officers of this Association must be elected by a majority of the voting strength of the ballots cast. When there are more than two candidates running for an office (a plurality vote), and no individual receives more than fifty percent (50%) of the voting strength, a run-off election shall be held between the two candidates receiving the most votes.
- D.** Election protests: Protests may only be made after the election process is concluded. Except as indicated below, USATF Regulation 21 shall apply to election disputes:
 - 1. Panel composition: An NABR panel from a different USATF Association shall be appointed to conduct the hearing. All hearings shall be by conference call. The procedures in Regulation 21 shall apply.
 - 2. Invalidation: The NABR panel shall invalidate an election if it is found that one or more infractions occurred that were likely to have changed the outcome of an election.
 - 3. Further action: The NABR panel may recommend changes for future elections in this Association.